

~~CONFIDENTIAL~~DDA 89-0953
31 May 1989

NOTE FOR: DA Office Directors

STAT FROM:
Chief, DA/Management Staff

SUBJECT: DCI Weekly Report

- As Rae noted at staff meeting, we will resume sending our Directorate Weekly Report to the DCI.
- The DCI noted he missed receiving the Weekly Reports, particularly ours. He is especially interested in our items reflecting improvements to the "quality of life" for Agency employees.
- To maintain the DCI's interest, we want to make the Weekly as lively as we can. In addition to looking for items reflecting completion of major milestones, initiating programs with Agency-wide impact, and issues of possible interest to the ExDir/DDCI/DCI, Rae would like to include periodic updates on task force accomplishments, planning efforts, and accomplishments against our major goals. We should also include occasional "comic relief" and/or human interest items. We'll appreciate your staffs' help in surfacing such contributions.
- Because our offices are so geographically dispersed, and to give you as much time as possible, the ExDir's office has agreed that we can have until mid-Friday afternoon to submit our report. To make that deadline, we'll need your reports telecommunicated to us no later than 1100 Friday mornings.

STAT

Thanks,

cc: DDA
SSA
C/CMS

STAT

Distribution:
Orig. - Addressees
1 - DA Registry
1 - MS Subject
1 - MS Chron

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